

The Leesburg Planning Commission met on Thursday, March 24, 2005 in the Council Chambers, 25 West Market Street, Leesburg, Virginia. Staff members present were Susan Swift, Christopher Murphy, Michael Freda, Renee LaFollette, Charlie Mumaw and Linda DeFranco.

CALL TO ORDER

The meeting was called to order at 7:00 pm by Chairman Vaughan.

ATTENDANCE

Present: Chairman Vaughan
Commissioner Bangert
Commissioner Barnes
Commissioner Hoovler
Commissioner Jones
Commissioner Kalriess
Mayor Umstattd

Absent: Commissioner Wright

ADOPTION OF AGENDA

Commissioner Bangert moved to change the order of the briefing on Crosstrails and Creekside to allow Crosstrails to present first.

Motion: Bangert
Second: Barnes
Carried 6-0

CHAIRMAN'S STATEMENT

Chairman Vaughan reviewed the agenda and explained the petitioner's session to members of the public. He also took the opportunity to introduce members of the Loudoun County Planning Commission who were in attendance to view the preview of the Crosstrails and Creekside proposed developments. The Commission members were John Elgin, Nancy Hsu, John Herbert and Robert Klancher. Commissioner Christeen Tolle joined the group later in the evening.

BRIEFING

Mike Banzhaf of Reed Smith introduced Jeff Sachs. Jeff Sachs of Petersen Companies gave a presentation on the proposed Crosstrails application. This application lies outside the Town of Leesburg but is in the CPAM area. A rendering of the proposed development was displayed and Mr. Sachs pointed out the various residential, retail and

commercial areas. The mixed use community was further depicted through pictures of the Fair Lakes and Washingtonian Center areas. The application includes a Main Street retail center with Plazas and Squares for community events. The commercial areas hope to attract class A office tenants, airport uses, and will include an elementary school. Improvements in the road network will greatly assist in the traffic flow in and around the area. Mr. Sachs then reviewed the areas that were designated for airport uses, residential and commercial/retail. He stressed that the residential area is outside the LDN for aircraft noise in accordance with FAA regulations.

Commissioner Bangert asked what the pink buildings were (as shown on the rendering). Mr. Sachs replied that those were retail spaces. Ms. Bangert went on to ask if a traffic study had been done on the area. Mr. Sachs replied that yes, it had and it was on file at the County offices. Ms. Bangert asked about building heights questioning whether they would be four or six stories high. Mr. Sachs said there would be some six story buildings at the Main Street business area. Commissioner Bangert asked about the FAA standards and the number of levels they have. Mr. Sachs replied it depends on the improvements at the airport and what level airport they are assigned by the FAA. With regard to proffers, maybe they can add fencing and runway improvements to the list. How many school children do you think the residential communities will add to the system. Mr. Sachs said they did not have any estimates yet.

Commissioner Hoovler asked whether the airport buildings would be one or two stories high. Mr. Sachs said they would be either, one story closest to the airport and two stories for those further out. What is the percentage of office to retail? The mix is 1.5 million feet of office, 760K retail and 1380 residential. That represents 50% mix. Mr. Hoovler asked how much was for the adult community. The number is around 550 units. Mr. Hoovler then went on to ask about the traffic study and the patterns within and outside of the development.

Commissioner Kalriess asked about the internal circulation and how quickly people can move out of the area on busy traffic days and times. Mr. Sachs said that they can get onto the main arteries in and out of the area quite quickly. Mr. Kalriess asked that they study this further to make sure that it does not become another area of town that bottlenecks during busy times. Mr. Kalriess went on to comment that the retail/office mix was in a desirable spot since it was within walking distance of the residential areas.

Commissioner Jones referred to the different interpretations of mixed use. He asked what percentage of the 1.5 million s.f. of commercial was for office use and what percentage is classified otherwise. Mr. Sachs said that there were three kinds of office uses, flex office (1-2 story offices) near the airport, 3-6 story buildings for corporate office and lastly the neighborhood offices which would house dentists, lawyers, etc. With regard to traffic flow, Mr. Jones said he saw no plans for Sycolin Road going on to 659 and said he was concerned that this should be completed to ease traffic flow.

Chairman Vaughan asked about the school site and what the size was. Mr. Sachs said it would be 19 acres and the school board is interested in it. He asked if there were any

other proffers to the town or the county that he would like to discuss. Mr. Sachs said it was early in the process, but approximately \$16 million would be set aside for regional road improvements and schools. Mr. Vaughan said as he looked at the site, he felt it looked land locked. He feels that the site will draw a significant number of people on any given weekend and the property is hemmed in by the Greenway on one side and the airport on the other. Mr. Sachs then talked about the airport connector road that will take traffic out of the area and how some of the other roads will interconnect. Mr. Vaughan expressed some concern about people being able to exit this area in the event of an emergency. The next item of discussion was the amount of retail and commercial and how they balance out. Mr. Vaughan would also like to see improved recreational facilities within the development. Mr. Sachs said a ten acre park was being planned with ballfields and two clubhouses with pools, one near the golf community. They are also planning a trail system. Mr. Vaughan asked what the proposed square footage would be of the large building indicated on the plan. Mr. Sachs responded that there was a large grocery store that was interested. He then pointed out the various parking structures proposed at the request of Mr. Vaughan.

Mike Banzhaf came forward to introduce Tom Farley. Tom Farley of Landsdown Development came forward to give the briefing on Creekside, a proposed mixed use residential, retail and office development on the eastside of the airport, also considered a CPAM in the County. Mr. Farley pointed out the location of the site and how the development will be placed on the site. He focused on the fact that Bolen Park will be relocated from its former site to a more desirable site along the creekbed which will allow for water activities. As part of this development they will build Bolen Park and also build roads. This plan falls within the guidelines of the 1997 Town Plan. They are planning to submit this application sometime in May, hoping for completion by 2007. With regard to the development of Bolen Park, they can build it sooner than the County. Also, the County has no funds beyond phase I of the Park and even then have a shortfall in the funds. They will provide more amenities in the park and also include two school sites near the park site.

Mr. Farley introduced John Harmon of Shirley Contracting who spoke about the road projects. They hope to work through the Public Private Transportation Act (PPTA) on several projects. The Sycolin Road to Belmont Road completion is currently under VDOT study. There are currently several disconnects in the road system and they propose to fill these in. The entire project is working on an ambitious schedule with the park completion slated for 2007. They have dropped 147 acres south of Tavistock to provide a buffer area between this development and the town limit. This development will be built in four phases.

Commissioner Jones thanked Mr. Farley for his presentation. He said it would take some time for him to digest all of this information. Planning is difficult in a growth ridden area. For the past thirty years the County has had a good comp plan process and they have worked well with the impacted towns. They have a good plan in the wrong area and he is troubled that this is a massive change in the planning function. Mr. Farley responded that once the Commission is more familiar with this project and compare it to

the plans, they will feel more at ease with it. Mr. Jones said he was still somewhat overwhelmed but welcomed more information.

Commissioner Kalriess said he was impressed with the presentation. He did express concern about the intensity of the residential area and the flight pattern. Did they show the flight patterns as an overlay to the area? Mr. Farley replied that they were outside of the 60-65 LDN. Mr. Kalriess said they stated the 1997 Town Plan for this JLMA area, sets out no more than 25% residential whereas this application appears to be 75% residential. He has concern that a major amount of employment is being lost through this application. ~~The prior plan had much more office space on less acreage~~ The Crosstrail Application, by comparison, has 1.3 million square feet of commercial space on roughly half the acreage.. ~~The 25 dwelling units per acre is very high and exceeds what the plan states.~~ With regard to the PPTA, is there any competition for this one here? Usually there is competition in the standard method of procurement (design-bid-build). Mr. Farley responded that there will be a competitive process through the county. Of the \$200 million in road improvements, is that your evaluation? How much is slated for public funds? \$50 million and this will be commingled with the other funds. Please explain why Bolen Park is in a better location near the creek than where it was before? Mr. Farley said this puts the office and retail closer to the airport. Half the park is passive because of the topography, the new site will allow for more ballfields and also will provide water activities using Goose Creek. Mr. Kalriess went on to express concern about traffic and the road system and the ingress/egress flow ~~Are the types of office being proposed airport compatible? Is there any emerging technology type of space? and asked some questions regarding the office space.~~ Mr. Farley responded that they are investigating the market for this type of interest.

Commissioner Hoovler said the concept is great and very attractive, however the density if too much, especially for the road system. He also feels the proximity to the airport is a problem. He went on to say that they are currently showing concepts, but no detail. Mr. Farley replied that they need the rezoning to be able to come up with the specific detail. Mr. Hoovler said they should have an idea of what will actually be there, along with completed traffic studies and the actual number and types of housing units proposed. He also asked if the \$200 million in funds are committed to transportation. Mr. Farley responded that only \$50million was committed to transportation. He said they must realize that it will take ten years to build out the project. The roads will be built within five years of approval. Mr. Hoovler asked why we were working on their timeline and their numbers? That makes it difficult to see the overall picture. He again said there needs to be more detail and the impact on surrounding communities. Currently it is difficult to see how these will work, so making an educated decision is almost impossible. Mr. Farley agreed and went on to say that it is not only their timeline, but the region's timeline with regard to building Bolen Park, road improvements, etc. Mr. Hoovler asked if an environmental impact study had been completed, and have they spoken with Loudoun County Parks and Recreation? Mr. Farley said they did do an environmental impact study, and they had not had full discussions with LCPR. Lastly Mr. Hoovler asked about the percentage of open space and whether Bolen Park was included in that number. He feels that using the park as part of the percentage is double

SPECIAL MEETING

counting since that land was already designated as open space by the County. Finally, Mr. Hoovler said that the Commission had a vision for that area just south of town and that this plan doesn't match the vision.

Commissioner Bangert asked why they chose the intersection at Belmont and Sycolin was chosen for completion over Sycolin and the Bypass. Mr. Farley said this was a result of a VDOT study that calls for a crossover, that has not been completed yet. Ms. Bangert said the project has a larger impact on Leesburg than it does on Ashburn. She went on to ask why they are using The Cangianno tract as a buffer. Even though he has decided not to use that property as part of their development, he will more than likely develop the property in some way and it should not be labeled as a buffer. She asked how much of the PPTA funds would be town projects. Another issue is the jail study and the buildout of this. This will require an additional 70 or so acres and they need to get the information on where or who they might acquire this from. There was further discussion on the number of housing units proposed, and the Village Green aspects. She has some concern about the legality of the land swap proposal since this was a voter referendum that was site specific. Ms. Bangert then asked about the cost of Bolen Park, the shortfall that the County is facing and how the developer will complete the project. Will they build the schools also? Mr. Farley said no, they were not going to build the schools. Finally, Ms. Bangert addressed the roadway issues and the fact that there are no good connectors. That could create some real traffic headaches in years to come. With regard to residential, they need to look at the economic goals of the area prior to putting in too much more.

Chairman Vaughan thanked the applicant for the presentation. He then asked if the County Commissioners had any comments.

John Elgin, Loudoun County Planning Commissioner, came forward to say this was an evolving process and they see new things each time they review the presentation. The County plans to start the process in May, both applications will be handled simultaneously and they plan to work with the town. He also is a part of the Bolen Park subcommittee and talked about how working with the applicant can move this along at a much faster pace. Currently there is an application for a NOVEC substation in the middle of the park property, this needs to be dealt with too. He asked that everyone look at the big picture, what is good and what is bad and work together to make it the best it can be.

Commissioner Bangert thanked Mr. Elgin. She went on to say that this is a County CPAM, the town does not have a vote on this.

There was a ten minute recess at 9:35pm.

PETITIONERS

Steven Axeman, 222 Rosemeade Place, Chairman of the Airport Commission came forward and thanked both applicants for their presentations. He gave an overview of the

SPECIAL MEETING

impact of airport operations on neighboring residential areas, including noise, fumes, and takeoff/landing scenarios. Jet traffic is increasing dramatically, increasing the noise levels significantly. With the residential areas being proposed, there is a good chance that in the future, citizens could force the closing of the airport, or at the least hindering its operation. On the other hand, if business is drawn in, the airport is a selling factor for their location to this area. Lastly, Mr. Axeman spoke about the proposed runway expansion and the impact this would have on the area.

Commissioner Bangert asked about the runway extension in the southern portion of the area. Mr. Axeman pointed out the area that would be affected, and said that the extension is mainly for jet traffic.

Bob Hall, also of the Airport Commission, commented on the noise contours. He said that when they classify the decibels, it is done by averaging. As a result of this the actual noise levels are higher at times.

Steve Axeman commented one thing that can help to abate this is to increase noise insulation in the houses.

Commissioner Jones asked Susan Swift if this area will make the comprehensive plan as an exhibit plat? Ms. Swift said the map is not in the plan, but there is text that addresses this area.

ZONING

Fort Evans Plaza, TLSE 2004-013, Retail Center greater than 100,000 square feet, situated on the northwest corner of Fort Evans Road and planned Battlefield Parkway, NE. Christopher Murphy, Senior Planner, referred to the memo sent to Planning Commission on March 24, which recommends denial of TLSE 2004-0013 based on inconsistency with the Town Plan Land Use policies, specifically: failure to comply with ZO Section 3.4.12B, to adhere to the recommended Business II land use mix found in Town Plan Table 6.9; failure to meet the 30% to 70% office provision in the Business II District; Failure to limit retail to 15% to a maximum of 15 acres; failure to provide employment serving retail and services rather than general retail uses; and failure to provide sufficient information verifying the special exception use will not create adverse impact on adjacent residential properties per ZO Sections 3.4.12A and C. Mr. Murphy went on to recommend denial of TLSE 2004-014, Bank with drive through north; and TLSE 2004-015, Bank with drive through south based on the March 3 report which has had no changes.

Mike Banzhaf, representative for the applicant, stated that he had not seen this staff report.

Mike Collier, Uniwest, spoke with staff regarding the conditions, and went on to address some of them. He said he did not have a problem with the recommended changes. There is some misunderstanding about the timing of the building of Battlefield Parkway. They

SPECIAL MEETING

intend to build four lanes from Ft. Evans Road to the end of their property during the first phase of construction. It should be completed prior to any zoning permits being issued. The condition regarding office use reservation calculation. He said if the plan is approved it will include 100,000 s.f. of office space on the three designated parcels. They would commit that the 30,000 s.f. on the corner of Battlefield and Ft. Evans would be built first. Mr. Collier then went on to show the location of the office space on the site map. He also showed some pictures that illustrated what the architecture would be for the proposed bank sites.

Chairman Vaughan asked if staff was working on the response to the changes on the application.

Brian Boucher responded that the Commission was given the areas of disagreement on the approval conditions. After a conversation with Mr. Collier, Mr. Boucher said that the items of disagreement were not as numerous as thought. The application will be front end loaded with the roads and will put an office building in during the first phase. If changes are made, then the applicant would need to come back with the changes to the Planning Commission for review.

Commissioner Bangert asked for clarification on the March 14 letter from Mr. Banzhaf that referred to by right uses including banks, hotel, etc. Mr. Boucher said that language was deleted. Ms. Bangert then asked about the language pertaining to the 100,000 s.f. of retail space. Mr. Banzhaf explained this is a special exception, not a rezoning. He added that the applicant can put other uses on the parcel without approval. If he goes in excess of 100,000sf of retail, then he would reserve 100,000 sf. Of office use. He may or may not build the office space. Much of this is dependent on the current market. It makes no sense to build something to let it sit vacant. If he finds an interested business, he will build the office. Ms. Bangert asked about the most recent submission and the inclusion of the back office building with the whole plan. Mr. Banzhaf said the line was a zoning line, not a parcel delineation.

Commissioner Kalriess thought the applicant was agreeing to build 30,000sf of office space, if they are only reserving this space, then he cannot support the application. Mr. Collier came forward to explain that they will build this office site. Some of the other mentioned uses will only be reserved. Mr. Kalriess went on to say the issue has become one of primary and secondary uses. The Commission is looking for a primary use of employment and the applicant is coming in with a primary use of retail. Basically this area should be primary employment with secondary use of retail. He wants to make sure that they get that to a degree. He hopes there is not a primary use of retail with a smattering of office use. Are we building a retail center or a community retail center? Mr. Collier responded that there are no big box users planned. Mr. Kalriess said the elevation plan seems to point toward heavy retail use. Mr. Collier said this was a depiction only and was not intended to look like this was large retail use. It is a mix of uses. Mr. Collier went on to talk about the proffers including Battlefield Parkway construction, dedication of a water tower site and historic preservation. Mr. Kalriess said his greatest concern is to assure that we do not see bright lights in the area, nor would he

like to see brightly colored rooftops. Will the Commission have an opportunity to review the design and influence the architecture to depict the character of Leesburg. The BAR needs to have input on this. Mr. Collier said they are considering all of this and said that the buildings, sites and amenities will be of a quality that everyone will be proud of. Mr. Collier said that he still could not change the parking since they don't know what the uses in the center will be. Mr. Kalriess asked if the applicant would be willing to proffer smaller secondary uses. Mr. Collier said they can proffer some tenant size limitations.

Commissioner Jones said he has the same concerns as Mr. Kalriess. If we start with the understanding that the town use for the site calls for secondary retail uses. We don't see that here. This has been a tough application and you have come a long way in meeting our concerns. We are not constraining retail, we are trying to follow the town plan and we are encouraging office use. The retail area looks like big boxes, how many retail units will be in the large boxes? Mr. Collier responded that one building has three proposed units, and the other one would be two or three. Mr. Jones said the focus should be on office and the secondary use is being made the primary use. He said all applicants need to look at the town plan and figure out how they can comply with it. He will not approve any plans that are this far out of kilter with the Town Plan. His last question was regarding the tree plantings, what is the caliper of the tree going to be? Tall shade trees? Mr. Collier said one ridge would be evergreens back by Rehau. Mr. Jones said he was referring to the front of the big boxes in the parking area. He would be satisfied if there were major deciduous trees there. Mr. Murphy said that the town arborist has asked that no specific materials be part of the plans, so that he can review their proposal prior to their commitment.

Mr. Kalriess stated that the issue is screening, and they want to make sure that the screening is adequate. Mr. Jones said he doesn't want a screened use, but wants it softened and pleasing. Mr. Collier said in addition to the 50-foot buffer, there was added green in the parking areas and they were working on softening the look.

Chairman Vaughan asked about the statement by Mr. Donnelly that the 40,000sf office building was not a part of the project at that time? The Public Hearing did not address that office building. Mr. Murphy said there was some confusion with regard to the wording in the ad, but that the 40,000sf office space was definitely part of the application. Mr. Banzhaf said this was a by right use so it didn't need any advertising, and it is not part of this special exception application. Mr. Vaughan asked where the restaurants were to be located. There is nothing on the plan. Mr. Collier said they are part of the plan but specific areas are not yet targeted. Mr. Vaughan said he feels this area should have the primary use of office, not retail, and therefore could not support this application.

Commissioner Hoovler moved to recommend denial of TLSE 2004-00013 for failure to provide required information essential in reviewing any special exception application and for the application's inconsistency with the town plan land use policies as noted in the bullets of the staff recommendation.

Motion: Hoovler

Second: Jones

Carried: 4-1

Commissioner Barnes was absent for this vote.

Commissioner Bangert asked if there was any provision that they would pass on additional information to Council should they be interested in approving the application as they go through it. She is concerned that there was no information on the phasing for the other two office space. They have reserved the land, but not committed. She also needs to see the timing of the construction of Battlefield. Limit on lease square footage should be put in, the number of users in the big building. Also, there is no landscaping in the median on Battlefield, and that is part of the town plan. She would like to see these comments passed on to Town Council.

Commissioner Kalriess would like to note that the applicant has gone out of the way to try to weigh some of the issues in the plan. He would like the following recommendations passed on to Council: ~~The light pole heights would be limited to 20' and secondly that the initial construction of tenant space to no more than 25,000 s.f.~~ All light poles be limited to 20' in height, that the storefronts be "broken up" to the fullest extent possible to minimize the "big box" appearance, and that the tenant spaces be limited to 25,000sf maximum during the first year of occupancy.

Commissioner Jones said the application does not meet the basic requirements of this Plan. If there was more movement toward office, he may have voted differently. Commissioner Hoovler echoed this and said the two big box stores stand in the way of the primary office use and agreed with Mr. Kalriess' recommendations of lights and retail space.

Chairman Vaughan said that Mr. Jones said there were 2-4 football size retail areas, and this needed to be minimized. These are still there. The commission made the point clear, but the applicant has not made any effort to reduce the size.

Commissioner Kalriess said they should not do so much specificity regarding B-2, they will end up with too many town centers. They need to look at the area and determine where it is more appropriate to have residential and mixed use, where is it more appropriate to do business, retail.

Commissioner Bangert moved to deny TLSE 2004-0014 based on the staff report.

Motion: Bangert

Second: Hoovler

Carried: 5-0

Commissioner Hoovler moved to deny TLSE 2004-0015.

Motion: Hoovler

Second: Bangert

Carried: 5-0

SUBDIVISION AND LAND DEVELOPMENT

None

COMPREHENSIVE PLANNING

Commissioner Bangert asked about the comments on the draft Town Plan and how they would be handled? Will they discuss the comments and come to a consensus. Susan Swift responded that their packet will contain information on how this should be done

Commissioner Jones thanked Ms. Swift and her staff for catching all of the pertinent comments and including them in the report. Chairman Vaughan said that everyone has done an extraordinary job of working through the Town Plan.

Commissioner Hoovler asked for clarification on staff responses, conflicts, etc. and whether this will be identified by the time of the public hearing. Susan Swift responded that they would get the information at the meeting.

OLD BUSINESS

None

NEW BUSINESS

Commissioner Hoovler asked about the meeting scheduled for Monday, April 4. He said it would be important to organize the agenda of the meeting, and what needs to be accomplished in order to meet the objectives.

Chairman Vaughan said they need to know what is being proposed in the new draft Town Plan, what the '97 Plan said, interpret mixed use, give Meadowbrook an opportunity to work within the Plan.

Commissioner Bangert said that she would like to see Chairman Vaughan tell citizens what the role of the Planning Commission is. Chairman Vaughan said that they will do this. Commissioner Kalriess said there needs to be a discussion on the land so that they can see what the density should be. The Plan calls for R-1, the AADPs have a higher density. Mr. Kalriess said that on p6-28 of the current Town Plan calls for 3 dwelling units per acre (medium density) residential. That should be the base. In order to do a worksession without parameters is a waste of time. Susan Swift asked if they still wanted the town attorney present? They said they would review the densities that were in place and consult with the town attorney if necessary.

Commissioner Jones asked if AADPs don't apply, then why to we ask the County for input. Susan Swift said that the County reviews the plans, whether the AADPs apply or

SPECIAL MEETING

not. Commissioner Kalriess asked if we were clear on the parameters for density in the town plan or the AADPs. He felt that it would make sense to ask the town attorney for clarification on this process. Susan Swift said they have drafted the agenda and would like to email it to the Commission prior to its distribution.

Commissioner Jones reported that he and Mr. Kalriess met with representatives of the Leegate property, Mark Lee and Colleen Snow, as an information only meeting.

Chairman Vaughan then went on to ask the Commissioners to stay on the point of discussion. The discussion shouldn't be stifled, but meetings are running too long. He asked that they avoid having an extended discussion to make the point.

Capital Improvements Project for FY 2006-2010, Mike Freda, Budget Officer. Mr. Freda did not give a presentation, but asked the Commissioners to directly comment on the information that they received in their packet.

Commissioner Bangert asked if the Parks and Recreation projects were getting any of the Symington Funds. Mr. Freda responded that the bubble for the tennis court would be borrowed from the funds, but that the money would be replaced. Mr. Bangert asked if the Ida Lee soccer and Lacrosse field #3 had any plans for bathroom facilities? Ms. Lafolette said yes, this was part of the improvement planned for the area. Ms. Bangert went on to ask if the traffic signal at the intersection of East Market and Edwards Ferry Road was being paid for by the county? Mr. Freda said we were paying for it. The study on the Lawson Road bridge needs to indicate that this bridge is elevated. She asked why there was such a big difference in the cost of traffic lights at two intersections. Mr. Freda responded that one required land acquisition. Lastly, she is pleased that the Ft. Evans sidewalks will be done. What are the Tuscarora Creek improvements? Ms. LaFollette said this included rip rap. Ms. Bangert said that would be unacceptable in the Harrison Street area. Chairman Vaughan said this was important and that an alternate must be investigated. Ms. Bangert asked why there were 13 stormwater projects, is new development causing this, do we need stricter language in our Ordinances and the DCSM? Mr. Jones said this really needs to be looked at very closely.

Susan Swift said she understood that many of these projects are put on the list as a result of citizen requests and many of them are in older areas where the stormwater guidelines were very different when they were built. Ms. LaFollette said that this was the case.

Commissioner Kalriess commented that the Edwards Ferry Road and Route 15 interchange needs to be done now. Is this considered discretionary or a safety issue, and how are the projects prioritized? Ms. LaFollette said project #43 is prioritized by VDOT, while the other ones are town projects. Why is the utility lines maintenance building so expensive? Mr. Freda said there were a lot of site issues. Mr. Kalriess said he didn't want another incident like the town office expansion where a study was done and the funds used were spent with no end result.

SPECIAL MEETING

Commissioner Jones asked about the speed bumps in the Lowenbach subdivision area. Mr. Freda said these could be added.

Chairman Vaughan asked what the timeframe was for written comments on the CIP. Mr. Freda said this should be adopted by April 26th. He wants the recommendation from the Commission prior to that date. Referring to the requirements for public hearing notice, Mr. Freda said this needed to happen quickly. He went on to say that the Commission could hold a joint public hearing at the April 12 Council meeting.

Chairman Vaughan said that he was in favor of a public hearing. Commissioner Kalriess asked if a public hearing was a requirement. Susan Swift responded that it was not a requirement.

Commissioner Jones wanted a rundown of all proffers and their value.

Chairman Vaughan asked if the Commission wanted a public hearing on this. Commissioner Bangert said that last year they had a hearing, she felt it was important for the public to be able to give input. Commissioners Kalriess and Hoovler agreed. Susan Swift said that the public hearing could be held on April 4. It was agreed to hold the public hearing on April 4, and run an advertisement for this.

Mr. Freda asked that any questions be emailed to his attention.

ADJOURNMENT

The motion was made to adjourn at 12:19am.

Prepared by:

Approved by:

Linda DeFranco, Commission Clerk

Clifton Vaughan, Chairman